



PAKISTAN STOCK EXCHANGE LIMITED

Stock Exchange Building, Stock Exchange Road, Karachi-74000,
Phones: 111-001-122

PSX/N-1201

October 28, 2020

NOTICE FOR ALL LISTED COMPANIES

ANNUAL GENERAL MEETING CALENDAR

The Pakistan Stock Exchange Limited is pleased to announce the launch of the AGM Calendar with effect from tomorrow i.e. **Thursday, October 29, 2020**. The AGM Calendar shall be made live through Pakistan Unified Corporate Action Reporting System (PUCARS) and aims to facilitate listed companies as they request approval for dates / times of their AGMs, in line with PSX Regulation No. 5.7.1(a).

The AGM Calendar would be instrumental in avoiding / mitigating instances of overlapping dates / times of AGMs. It shall display the dates / times of AGMs of other listed companies and, hence, shall facilitate a listed company in scheduling their AGM at a convenient date / time which ensures maximum shareholder participation.

Please find attached a User Manual for the AGM Calendar which helps in giving a broad-based understanding of the AGM Calendar. Listed companies may also view the Tutorial / Demo of the AGM Calendar available on the PSX Website under the caption, "**Demo / Tutorial of AGM Calendar**", for an in-depth understanding of how to easily lock-in date and time of their AGM while consciously striving to avoid an overlap in the AGM Calendar.

All listed companies are advised to use, henceforth, the AGM Calendar in order to book date / time for holding their AGMs. In case of any query / clarification, please contact Mr. Abdul Majeed Memon of the Listing Department at 021-35274539.

Asmaa Saleem Malik

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General Manager

Listing Department

Copy to:

HOD / Director, Policy Regulation & Development Department (SMD), SECP

Chief Executive Officer, PSX

Chief Operating Officer, PSX

Acting Chief Regulatory Officer, PSX



PUCARS AGM (Annual General Meeting) Calendar

(User Manual)

Objective: As per Section 132 of the Companies Act, 2017, all companies are required to hold their AGM within 120 days of the close of the financial year.

Functionality:

- Listed Companies at PSX are required to set date and time slot for booking their AGM meeting.
- AGM meeting booking is under PENDING state unless APPROVED or REJECTED by admin at PSX.
- Once APPROVED or REJECTED, Listed Company will receive confirmation email.

- 1 - Webpage for **booking AGM** date, time and location.

COMPOSE CORPORATE ACTION

Category Annual General Meeting

Template Approval of Date and Time for holding AGM/ARM/EOGM

Title Approval of Date and Time for holding AGM

Instructions

ABC (pvt) LTD

ABC private limited
3, Tipu Block, Main Boulevard, New Garden Town, Lahore PAKISTAN
Tel:, Fax:-
Email:- Website:-

Subject: Intimation of Date and Time for Holding the Annual General Meeting / Annual Review Meeting for the Year Ended
2020-06-30

Dear Sir,

We intend to hold our AGM on YYYY-MM-DD

at hh:mm (24-Hours Format) at Type City Name

You may please inform the TRE Certificate Holders of the Exchange accordingly.

Yours Sincerely,

2 - Calendar for booking AGM date

October 2020

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

shows already 1 AGM booked on this date

November 2020

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7

3 - AGM date is **Booked** but it's under PENDING state until APPROVED or REJECTED by PSX admin

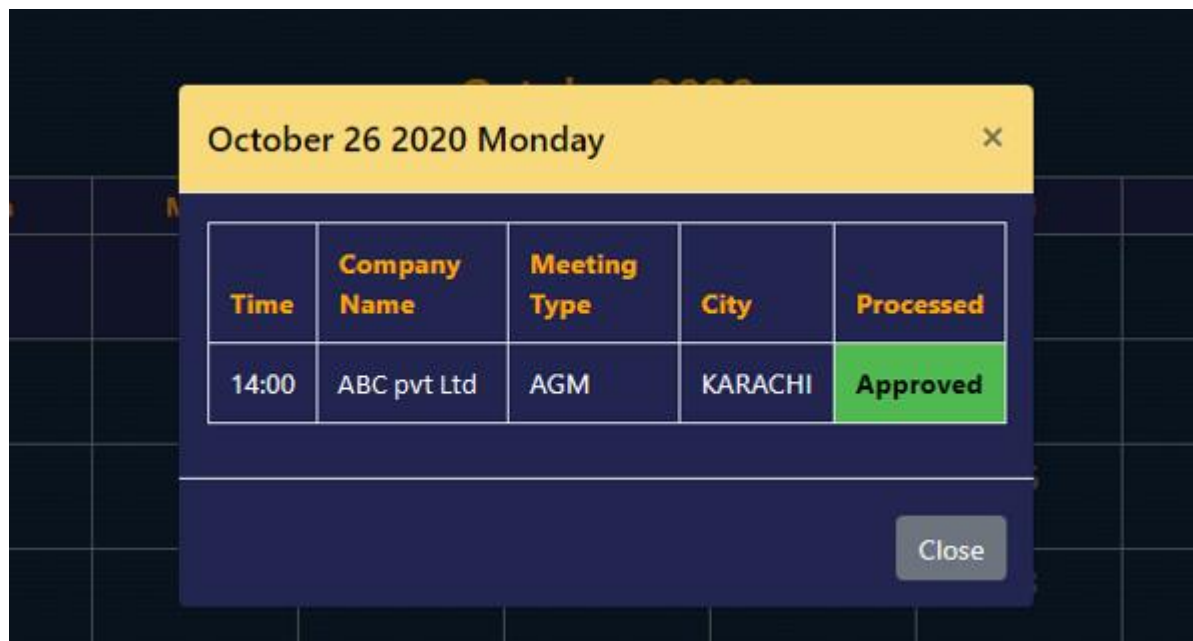
Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4						10
11						17
18						24
25						31

October 26 2020 Monday ×

Time	Company Name	Meeting Type	City	Processed
14:00	ABC pvt Ltd	AGM	KARACHI	Pending

Close

4 - AGM Calendar has been **APPROVED** by PSX admin. Email is sent to Listed Company accordingly.



5 - AGM Calendar has been **REJECTED** by PSX admin. Email is sent to Listed Company accordingly.



6 - When Listed Company selects **AGM date, beyond 120 days** of fiscal calendar, message is shown

AGM/ARM: Non Compliance

As per Section 132 of the Companies Act, 2017, all companies are required to hold their AGM/ARM within '120' days of the close of the financial year. The Companies are advised to submit the approval of SECP for extension in time for holding the AGM/ARM, immediately.

Would you proceed with this non-compliance ?

YES **NO**

Subject: Intimation of Date of AGM/ARM
2020-06-30

Dear Sir,

We intend to hold our AGM on 2020-10-29 at 14:00 (24-Hours Format) at karachi

You may please inform the TRE Certificate Holders of the Exchange accordingly.

7 - When Listed Company selects **AGM date**, which already has **another Company's AGM**, message is shown

Existing AGM/ARM Reservations

Oct 26, 2020		
Symbol	City	Time
ABL	KARACHI	14:00

Would you like to reserve AGM/ARM on 'Oct 26, 2020' ?

YES **NO**

Subject: Intimation of Date of AGM/ARM
2020-06-30

Dear Sir,

We intend to hold our AGM on Oct 26, 2020 at 12:00

You may please inform the TRE Certificate Holders of the Exchange accordingly.

Yours Sincerely,